

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:
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2019 NOV 12 PM 5:47

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☐ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all):

International Committee of the Red Cross

Travel date(s):

Oct 6-12, 2019

Name of accompanying family member (if any):

N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input checked="" type="checkbox"/> Actual Amount	<i>\$1,024.14</i>	<i>\$383.15</i>	<i>\$153.</i>	<i>(</i>

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.):

11/12/19 *Viviana BOVO* *[Signature]*
(Date) (Printed name of traveler) (Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

11/12/19
(Date)

[Signature]
(Signature of Supervising Senator/Officer)

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Viviana Bovo

Name of Traveler: _____

US Senator Marco Rubio

Employing Office/Committee: _____

International Committee of the Red Cross

Private Sponsor(s) (list all): _____

October 6-12, 2019

Travel date(s): _____

Note: If you plan to extend the trip for any reason you must notify the Committee.

Bogota, Ipiales, Santander de Quilichao, Medellin, Colombia

Destination(s): _____

Explain how this trip is specifically connected to the traveler's official or representational duties:

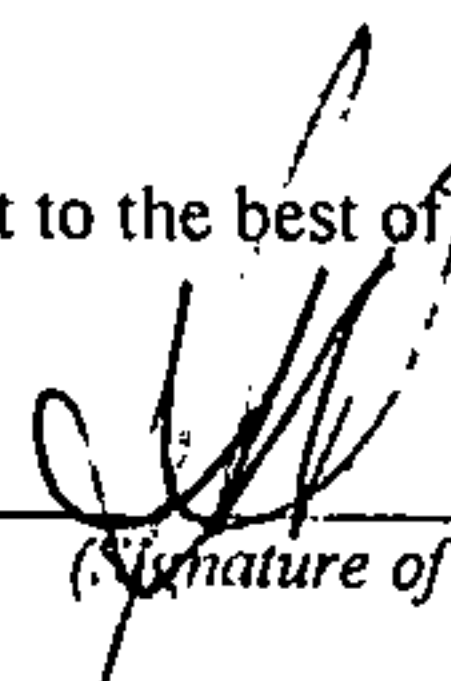
As Senior Advisor to Senator Marco Rubio (R-FL), Chairman of the SFRC Subcommittee on the Western Hemisphere, I cover all issues related to the Western Hemisphere. This includes U.S. bilateral relationship with Latin American and Caribbean countries, humanitarian assistance, human rights, and democracy. Recently, the Senator chaired a hearing on Colombia. This trip with ICRC will help me conduct critical oversight over programs in Colombia, including displaced Venezuelan migrants as well our broader US-Colombia relations.

Name of accompanying family member (if any): N/ARelationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

9/24/19

(Date)



(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Senator Marco Rubio hereby authorize Viviana Bovo
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

9/24/19

(Date)



(Signature of Supervising Senator/Officer)



ICRC

Congressional STAFFDEL Bogotá, Ipiales, Cali, Santander de Quilichao, and Medellin, Colombia October 6-12, 2019

Working in Colombia since 1969, the International Committee of the Red Cross strives to protect and assist victims of armed conflict, to secure greater compliance with international humanitarian law (IHL) by all weapon bearers, and to promote integration of IHL into the armed forces' doctrine, training, and operations. In addition, ICRC has access to and visits security detainees, assisting authorities in addressing systemic issues affecting the penitentiary system. ICRC supports efforts to address the needs of families of missing persons, provides aid to violence-affected people, and helps ensure access to health care, including for IDPs, migrants, and populations in rural areas. ICRC runs a comprehensive landmine-action program. Finally, ICRC works closely with the Colombian Red Cross and other Movement components.

SUNDAY, OCTOBER 6th, 2019

ARRIVAL IN BOGOTÁ

16:45 (EDT)	Depart Miami (MIA) on Avianca 127
19:00 (COT)	Arrive at Bogotá El Dorado Airport
19:40 - 20:00	Received at airport with rest of group by ICRC Bogotá Representative Marco Suárez
20:00 - 20:15	Transfer by ICRC vehicles to the El Dorado Hotel (Calle 95 No. 13 - 66 Bogotá, 110221)
20:15 - 20:30	Check in at hotel, drop luggage in rooms
20:30 - 22:00	Welcome dinner at hotel with ICRC Management Staff
RON	El Dorado Hotel

MONDAY, OCTOBER 7th, 2019

WELCOME, BRIEFINGS, VISIT TO PRISON, SOACHA

07:00 - 09:30	Breakfast and general briefing at hotel by senior ICRC staff (Head of Delegation Christoph Harnisch and his two deputies, Xavier de Collard Macquerh and Mulan Giovannini) regarding program, security, and ICRC Colombia Delegation's priorities for 2019
09:30 - 09:40	Briefing by ICRC detention Team
09:40 - 10:00	Transfer by ICRC vehicles to penitentiary facility El Buen Pastor, Bogotá
10:00 - 13:30	Prison visit to El Buen Pastor penitentiary for female detainees, working lunch (provided by ICRC), and exchange/discussion with prison administration and ICRC detention team on challenges faced by detainees and the Colombian Prison Administration and ICRC's structural approach in support of Colombian authorities, including presentations of research on conditions for female detainees in Colombia
13:30 - 14:30	Transfer by ICRC vehicles to Soacha (Bogotá)
14:30 - 17:00	Visit the office of, and meet with, a Catholic priest with whom ICRC partners to support migrants and displaced persons in Soacha, direct discussion with beneficiaries (migrants, displaced persons, and their families)
17:00 - 18:00	Transfer by ICRC vehicles to El Dorado Hotel (Calle 95 No. 13 - 66 Bogotá, 110221)
19:00 - 21:00	Dinner at hotel with senior ICRC staff (Head of Delegation Christoph Harnisch and his two deputies, Xavier de Collard Macquerh and Mulan Giovannini), discussion of and briefing regarding field trip itinerary and key themes for the remainder of the week
RON	El Dorado Hotel

**Recommend that staffers pre-complete hotel check out after dinner, due to early departure the following morning.*

TUESDAY, OCTOBER 8th, 2019

FIELD TRIP TO IPIALES, VISIT COLOMBIA/ECUADOR BORDER, ICRC PROJECTS

04:30	Pick up at hotel
	<i>*To-go breakfast boxes to be arranged at hotel</i>
04:30 - 05:00	Transfer by ICRC vehicle to El Dorado Airport
06:00 - 07:31	Flight from Bogotá to Ipiales on Satena 8865
07:45 - 08:00	Transfer by ICRC vehicle to ICRC Ipiales Subdelegation Office

08:00 - 08:45	Briefing with Andy Nicolas Benhamou, ICRC Head of Operations Ipiales, to discuss ICRC's operations serving vulnerable populations in the region, characterize the operating environment in light of ongoing events in Colombia, discuss the day's itinerary, and answer any questions staff may have
09:00 - 10:45	Briefing with ICRC health team on context and activities within the department, visit to the "listening center" guided by ICRC health team, meeting with volunteers who support the center, visit to health project located in Red Cross facility, possible direct meetings with beneficiaries of health project
11:00 - 11:45	Briefing with key members of ICRC's missing persons team on the problem of missing persons in the Nariño Department and the functions and role of ICRC's relevant departmental entity, possible direct meetings with relatives of missing persons
12:00 - 13:00	Lunch at restaurant La Merced (Cra. 3 #8-82, Ipiales) with ICRC staff, open opportunity for staff to ask questions about topics related to the day's meetings, ICRC's operations in the region, and ICRC's work to support vulnerable populations in Colombia.
13:30 - 14:00	Transfer by ICRC vehicles to Rumichaca Bridge (border of Colombia/Ecuador)
14:00 - 16:00	Rumichaca Bridge: visit to Colombian Red Cross/German Red Cross health project, meeting with volunteers of ICRC's restoring family links point, visit the Albergue "Son de los Pasto" located on the border and meeting with shelter coordinator. ICRC has supported this institution via different programs (water/habitation projects, economic security projects, restoring family links) and it is a place where visitors could find migrants and talk with them
16:00 - 16:30	Transfer by ICRC vehicles to Ipiales Red Cross Office
16:30 - 17:30	Meeting with beneficiaries of ICRC projects including victims of non-international armed conflict, migrants, victims of violence. Staff will have a chance to hear directly from these populations on how they are impacted by armed conflict in Colombia, political and economic instability in Venezuela, and continued activity by non-state armed groups in the wake of Colombia's recent peace agreement. Staff will also have a chance to hear about how they are assisted by ICRC operations in Colombia.
17:30 - 18:00	Transfer by ICRC vehicles to Hotel Amiraty (Cra. 5 No. 9 - 08, Ipiales, Nariño)
18:00 - 18:45	Check in at hotel
18:45 - 19:00	Transfer by ICRC vehicles to DaVinci Ristorante (Cra. 6a No. 2585, Ipiales, Nariño)
19:00 - 21:00	Dinner with ICRC senior staff and discussion about missing persons issues, implementation of the Colombian peace deal, impacts of armed conflict on local populations, Venezuelan migration into Colombia, and operational conditions in Ipiales
21:00 - 21:15	Transfer by ICRC vehicles to hotel
RON	Hotel Amiraty

WEDNESDAY, OCTOBER 9th, 2019

FIELD TRIP TO CALI, SANTANDER DE QUILICHAO, VISIT ICRC PROJECTS

06:30	Check out, breakfast, and transfer by ICRC vehicles to Ipiales airport
08:21 - 09:24	Flight from Ipiales to Cali on Satena 8655
10:00 - 11:30	Transfer by ICRC vehicles to Santander de Quilichao meeting location: Hotel Tierra de Oro (Cra. 13 No. 15-23, Santander de Quilichao, Cauca)
11:30 - 12:00	Briefing by ICRC Cali senior staff on content and activities included on day's itinerary
12:00 - 13:00	Meeting with Association of Indigenous Councils (ACIN) Human Rights Coordinator for North Cauca to discuss non-international armed conflict (NIAC)
13:00 - 14:00	Lunch at Hotel Tierra de Oro, open opportunity for staff to ask questions about topics related to the day's meetings, ICRC's operations in the region, and ICRC's work to support vulnerable populations in Colombia
14:00 - 15:00	Meeting with ICRC beneficiaries, including families of missing persons. Staff will have a chance to hear directly from these populations on how they are impacted by armed conflict in Colombia, political and economic instability in Venezuela, and continued activity by non-state armed groups in the wake of Colombia's recent peace agreement. Staff will also have a chance to hear about how they are assisted by ICRC operations in Colombia.
15:00 - 15:45	Meeting with Union Municipal de Gestion de Riesgos (UM Colombian Red Cross, Fire Brigade, and Health Care) to discuss social protest, migration, and NIAC
16:00 - 18:00	Transfer by ICRC vehicles to Hotel Intercontinental (Avenida Colombia No. 2-72, Cali, 760044)
18:00 - 18:30	Check in at Hotel Intercontinental
18:30 - 19:30	Staff debrief and discussion with Mulan Giovannini, ICRC Colombia Deputy Head of Delegation
19:45 - 21:00	Dinner at hotel, discussion with ICRC Cali senior staff about missing persons issues, implementation of the Colombian peace deal, impacts of armed conflict on local populations, Venezuelan migration into Colombia, and operational conditions in Cali and Santander de Quilichao
RON	Hotel Intercontinental

**Recommend that staffers pre-complete hotel check out after dinner, due to early departure the following morning.*

THURSDAY, OCTOBER 10th, 2019

FIELD TRIP TO MEDELLIN, VISIT ICRC PROJECTS, RETURN TO BOGOTÁ

05:00 - 05:50	Transfer by ICRC vehicles to Cali airport
06:50 - 07:40	Flight from Cali to Medellin on Avianca 9760
08:00 - 08:45	Transfer by ICRC vehicles to Barrio Granizal, Bello
08:45 - 09:30	Briefing with ICRC Medellin staff on security and ICRC activities relating to urban violence
09:30 - 10:45	Meeting with community leaders from Granizal, discussion of situation in neighborhoods where they live and how the presence of an armed group/violence affects their daily lives, open Q+A with staff
10:45 - 11:45	Meeting and discussion with volunteers of the "Welcome House," a safe place where volunteers supported by the Church offer school tutoring, recreation, and sports activities after school to children of Granizal. The ICRC trained the volunteers to be able to orient themselves toward relevant institutions when they need help and to provide basic psychological first aid.
11:45 - 12:15	Transfer by ICRC vehicle to lunch site
12:15 - 14:00	Lunch at ICRC-supported local community kitchen which supports approximately 350 children. Migrants from Venezuela and women victims of the Colombian conflict will share the lunch and be available for discussion.
14:00 - 15:45	Walking tour of neighborhood, departing from community kitchen. Visit to beneficiaries of ICRC micro-economic initiatives. Staff will have a chance to hear directly from neighborhood residents about how they are impacted by armed conflict in Colombia, political and economic instability in Venezuela, and continued activity by non-state armed groups in the wake of Colombia's recent peace agreement. Staff will also have a chance to hear about how they are assisted by ICRC operations in Colombia.
15:45 - 16:45	Transfer by ICRC vehicles to Medellin airport.
18:47 - 19:44	Flight from Medellin to Bogotá on Avianca 8535
20:00 - 20:30	Transfer by ICRC vehicles to the El Dorado Hotel (Calle 95 No. 13 - 66 Bogotá, 110221)
20:30 - 22:30	Check in at hotel, dinner with ICRC senior staff and discussion about missing persons issues, implementation of the Colombian peace deal, impacts of armed conflict on local populations, Venezuelan migration into Colombia, and operational conditions in Medellin and Bogotá
RON	El Dorado Hotel

FRIDAY, OCTOBER 11th, 2019

MEETINGS IN BOGOTÁ

07:00 - 08:00	Breakfast at Hotel
08:00 - 08:30	Transfer by ICRC vehicles to Carrera 54 No.26-25 / CAN - Avenida el Dorado
08:30 - 09:30	Meeting with Colombian Vice-Minister of Defense, Diana Abaunza Millares, briefing on situation in Colombia.
09:30 - 09:45	Transfer by ICRC vehicles to ICRC Bogotá Delegation Office
10:00 - 11:00	Meeting with Dr. Luz Marina Monzon of Unidad de Búsqueda de Personas dadas por Desaparecidas (UBPD, search unit for missing persons) to discuss future perspectives and challenges on missing persons actions
11:00 - 11:30	Break, open opportunity for staff to debrief/discuss/ask questions of ICRC staff of any aspect of the trip's itinerary, issues raised, or rest of day's meetings.
11:30 - 12:30	Meeting with Señor Jaime Jaramillo to discuss the work of the Commission for Missing People FARC's work of searching for missing persons and collecting information
12:30 - 12:45	Transfer by ICRC vehicles to Hotel El Dorado
12:45 - 14:30	Working lunch at Hotel El Dorado with Jozef Merckx, head of UNHCR Colombia, to discuss humanitarian situation due to conflict and activities carried out for Venezuelans by UN platform
14:30 - 15:30	Presentation at Hotel El Dorado by representatives of Unidad para la Atención y Reparación Integral a las Víctimas (Unit for Comprehensive Care and Reparation for Victims, a Colombian Government agency) on humanitarian situations and challenges faced
15:30 - 16:00	Coffee break
16:00 - 17:30	Meeting with Colombian Red Cross to discuss collaboration with ICRC on programs assisting Venezuelan migrants
18:00 - 19:00	Debriefing at Hotel El Dorado with management and coordinators of ICRC Colombia Delegation
19:00 - 21:00	Dinner at Hotel El Dorado with ICRC senior staff and discussion about missing persons issues, implementation of the Colombian peace deal, impacts of armed conflict on local populations, Venezuelan migration into Colombia, operational conditions in all areas visited during the trip, and any other issues staff would like to raise before leaving Colombia.

**Recommend that staffers pre-complete hotel check out after dinner, due to early departure the following morning.*

SATURDAY, OCTOBER 12th, 2019
RETURN TO WASHINGTON, D.C.

04:30	Pick up at Hotel El Dorado, transfer by ICRC vehicles to Bogotá airport
06:45 (COT)	Depart Bogotá on Avianca 006
11:30 (EDT)	Arrive Miami (MIA)

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PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): International Committee of the Red Cross
2. Description of the trip: Fact-finding visits to ICRC programs, meetings with senior ICRC staff, and meetings with beneficiaries of ICRC programs in the Republic of Colombia.
3. Dates of travel: October 6-12, 2019
4. Place of travel: Bogota, Ipiales, Cali, Santander de Quilichao, and Medellin, Colombia
5. Name and title of Senate invitees: See enclosed addendum for full list of Senate invitees
6. I *certify* that the trip fits one of the following categories:
 - ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
 - OR –
 - ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
 - AND –
 - ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
 - ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
 - AND –
 - ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

– OR –

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

– OR –

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The International Committee of the Red Cross is the sole entity organizing, financing, and conducting this trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

Under the Geneva Conventions, the ICRC is mandated by the international community (including the United States) to respond to the needs of populations affected by armed conflict. Staff will learn about how ICRC fulfills this mission in Colombia.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

ICRC has organized multiple privately sponsored STAFFDELS pursuant to House and Senate ethics rules in the past, including to Colombia in 2015.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

ICRC does work to promote general awareness of international humanitarian law as mandated by the Geneva Conventions, but ICRC does not take any positions on the internal policy or political matters of states, and does not conduct lobbying or advocacy work.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	\$1126.03 (flights to and from Colombia + flights in-country)	\$450 (per hotels designated in itinerary)	\$300 (\$50 per day x 6)	
<input type="checkbox"/> Actual Amounts				

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

This trip has been organized specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

Colombia is ICRC's largest country of operations (in terms of dollars spent) in the Americas. This visit will allow staffers to gain a substantive view of ICRC's work, particularly in Colombia.

19. Name and location of hotel or other lodging facility:

See attached addendum.

20. Reason(s) for selecting hotel or other lodging facility:

See attached addendum.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Daily lodging (L), meals (M), and other expenses are below the USG maximum per diem rates for all

locations: Bogota (\$254 L + \$99 M), Cali (\$155 L + \$76 M), Medellin (\$136 L + \$84 M), and Ipiales

(\$112 L + \$71 M), as published by the Department of State effective 9/1/19.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

All flights are coach class. All ground transportation will be provided in ICRC-owned and operated

vehicles (standard SUVs).

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None.

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor:



Name and Title: Geoffrey Browning, Congressional Affairs Advisor

Name of Organization: International Committee of the Red Cross

Address: 1100 Connecticut Avenue NW, Suite 500, Washington, DC, 20036

Telephone Number: +1 (202) 587-4600

Fax Number: +1 (202) 587-4696

E-mail Address: gbrowning@icrc.org

Addendum to Private Trip Sponsor Form
International Committee of the Red Cross
STAFFDEL Colombia // October 6-12, 2019

5. Senate invitees are as follows:

- a. **Viviana Bovo**, Senior Advisor for Western Hemisphere Affairs to Sen. Rubio
- b. **Claire Figel**, Policy Analyst, Committee on Foreign Relations (Majority)
- c. **Daniel Gerig**, Legislative Assistant, Sen. Daines

19. and 20. hotel names/locations, costs, and reasons for selection are as follows:

- a. October 6, 2019
 - i. Hotel El Dorado, Calle 95 No. 13 - 66 Bogotá, 110221
 - ii. Approx. \$70 USD per night
 - iii. Selected because of its proximity to ICRC operations and scheduled meeting locations
- b. October 7, 2019
 - iv. Hotel El Dorado, Calle 95 No. 13 - 66 Bogotá, 110221
 - v. Approx. \$70 USD per night
 - vi. Selected because of its proximity to ICRC operations and scheduled meeting locations
- c. October 8, 2019
 - vii. Hotel Amiraty, Cra. 5 No. 9 – 08, Ipiales, Nariño
 - viii. Approx. \$25 USD per night
 - ix. Selected because of its proximity to ICRC operations and scheduled meeting locations
- d. October 9, 2019
 - x. Hotel Intercontinental, Avenida Colombia No. 2-72 , Cali , 760044
 - xi. Approx. \$78 USD per night
 - xii. Selected because of its proximity to ICRC operations and scheduled meeting locations
- e. October 10, 2019
 - xiii. Hotel El Dorado, Calle 95 No. 13 - 66 Bogotá, 110221
 - xiv. Approx. \$70 USD per night
 - xv. Selected because of its proximity to ICRC operations and scheduled meeting locations
- f. October 11, 2019
 - xvi. Hotel El Dorado, Calle 95 No. 13 - 66 Bogotá, 110221
 - xvii. Approx. \$70 USD per night
 - xviii. Selected because of its proximity to ICRC operations and scheduled meeting locations

000000009265

Date/Time Stamp:

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Viviana Bovo

Employing Office/Committee: US Senator Marco Rubio

Private Sponsor(s) (list all): International Committee of the Red Cross (ICRC)

Travel date(s): October 6-12, 2019

*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*

Destination(s): Bogota, Colombia

Explain how this trip is specifically connected to the traveler's official or representational duties:

As Senior advisor to Senator Rubio the trip is connected with my official duties that help advance policies in our bilateral relations between US and Colombia. Senator Rubio is a member of SFRC and SFOPS that funds programs in Colombia.

Name of accompanying family member (if any): N/A

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

8/30/19
(Date)

[Signature]
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Senator Rubio hereby authorize Viviana Bovo
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☒

9/4/19
(Date)

[Signature]
(Signature of Supervising Senator/Officer)

From: Geoffrey BROWNING
Sent: Monday, August 19, 2019 3:01 PM
To: 'Bovo, Viviana (Rubio)'
Subject: STAFFDEL Invitation: October 6-12, 2019
Attachments: Updated - ICRC STAFFDEL Colombia 2019.pdf; Program- Field Visit to Colombia 2015.pdf

On behalf of the International Committee of the Red Cross, I am writing to invite you to join a bipartisan, bicameral STAFFDEL traveling to Colombia from October 6-12, 2019.

- Migration and displacement
- Restoring family links (e.g. missing persons, forensics)

Populations affected by urban violence

I'm attaching an updated memorandum with key trip details, as well as a copy of the itinerary for ICRC's most recent STAFFDAL to Colombia (2015). ICRC is in regular consultation with the Regional Security Officer at US Embassy Bogota regarding field visit locations, and pursuant to this process will provide all participants with an hourly itinerary for submission with travel forms as required by House and Senate ethics rules.

Please do not hesitate to contact me if I may provide additional information or address any questions/concerns. Thank you for your consideration.

Geoff

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